

REQUEST TO BRIEF COMMAND GROUP

(FORSCOM Memorandum 1-11)

DATE	POC, ACTION OFC, TEL EXTENSION	SGS NOTED
FROM		
BRIEFING FOR (Check appropriate block)		
<input type="checkbox"/> CG <input type="checkbox"/> DCG <input type="checkbox"/> CSM	TYPE OF BRIEFING <input type="checkbox"/> Decision <input type="checkbox"/> Information	PROPOSED LOCATION
SUBJECT		
SYNOPSIS OF BRIEFING		
BRIEFER	PROPOSED ATTENDEES	
TIME REQUIRED (Insert dates in boxes below)		
Briefing requested between <input type="text"/> and <input type="text"/> , but not later than <input type="text"/>		
Proposed duration of briefing is <input type="text"/> minutes.		
STAFF AGENCY CHIEF COMMENTS		
<div style="text-align: right;">_____ Signature</div>		
For Command Group Use Only		
<input type="checkbox"/> CG <input type="checkbox"/> DCG <input type="checkbox"/> CSM	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Approved with changes in Remarks	
REMARKS		
SGS LOG NO	DSGS	
	IN	OUT